



## Information for Small Businesses Seeking Hurricane Contracting Opportunities

### 1. Are you new to Federal contracting?

**YES:** Go to [www.sba.gov/GC](http://www.sba.gov/GC). The site contains useful information on Federal Procurement. Additionally, SBA Procurement Center Representatives are available to assist in answering specific questions pertaining to contracting. A **list of SBA PCRs** is at: <http://www.sba.gov/GC/pcr.html>

The following **SBA PCRs** are specifically tasked to assist you with Hurricanes Katrina and Rita relief contracting efforts:

- **Kenneth Enclade** US Army Corps of Engineers, Louisiana, (504) 862-2992  
[kenneth.enclade@sba.gov](mailto:kenneth.enclade@sba.gov)
- **Paul Stone**, US Army Corps of Engineers Ft. Worth, TX, (817) 886-1024  
[paul.p.stone@swf02.usace.army.mil](mailto:paul.p.stone@swf02.usace.army.mil)
- **Gary Heard**, Redstone Arsenal, AL, (256) 842-6240, [gary.heard@sba.gov](mailto:gary.heard@sba.gov)
- **Valerie Coleman**, NASA Houston, TX, (281) 483-1549, [valerie.j.coleman1@jsc.nasa.gov](mailto:valerie.j.coleman1@jsc.nasa.gov)
- **Bernard Durham**, Department of Homeland Security, Washington, DC, (202) 401-3122,  
[Bernard.Durham@sba.gov](mailto:Bernard.Durham@sba.gov)

**NO:** What type of contracts are you seeking?

### **Hurricane Relief - Exceptional Circumstances Use of the Government Credit Card**

The second Katrina emergency supplemental appropriations bill, enacted on September 8, 2005, raised the threshold for so-called "micro-purchases" made via credit card to \$250,000 for Katrina rescue and relief needs. Follow-up guidance from OMB set strict guidelines for who could use the increased thresholds, what they could be used for, and requiring an agency review of transactions. The Office of Management and Budget's October 3, 2005 Memo to executive agency heads sets more stringent guidelines for the use of Government credit card purchases by establishing a limit at \$2,500 for normal purchases, \$15,000 for contingency operations and \$250,000 for "exceptional circumstances" approved by OMB.

Contracting officers have the discretion to make awards under \$250,000 through the small business, 8(a), Historically Underutilized Business Zone, and service-disabled veteran-owned programs

Additionally, the contracting officer is required to set aside any acquisition over \$250,000 for small business participation when there is a reasonable expectation that (1) offers will be obtained from at least two responsible small business concerns offering the products of different small business concerns (but see paragraph (c) of this subsection); and (2) award will be made at fair market prices.

**Hurricane Contracting opportunities over \$250,000:** Go to: [www.fbo.gov](http://www.fbo.gov) for a list of Federal, State and local entities that are involved in hurricane relief efforts.

## 2. Are you registered to do business with the Federal Government?

REGISTRATION is required for all acquisitions greater than micro-purchase threshold acquisitions.

**Dun & Bradstreet (D&B):** You will need a DUNS Number from Dun & Bradstreet. To register for your DUNS Number, please call: (866) 705-5711, or visit: [http://www.dnb.com.au/general/dnb\\_duns.asp](http://www.dnb.com.au/general/dnb_duns.asp)

**Central Contractor Registry (CCR):** Once you have your DUNS Number, you will need to register your company with CCR. To register, please go to: <http://www.ccr.gov>

See Attachment 1 for registration instructions and worksheet. The worksheet can assist the user prior to entering information in CCR.

**Online Representations and Certifications Application (ORCA):** Once you have your DUNS and Trading Partner Identification Numbers you will be able to register with ORCA at: <http://orca.bpn.gov>

## 3. Are you seeking subcontracting opportunities?

The Army Corps of Engineers has listed subcontracting opportunities at: [www.lrl.usace.army.mil/DisasterEquip/](http://www.lrl.usace.army.mil/DisasterEquip/)

**Large prime contractors** are encouraged to post all Hurricane relief subcontracting opportunities at: [http://web.sba.gov/subnet/dsp\\_about\\_subnet\\_option.cfm](http://web.sba.gov/subnet/dsp_about_subnet_option.cfm) Small businesses can search for opportunities on SUB-Net by state (e.g., Louisiana or Texas), NAICS code, description (e.g., construction), or solicitation number. They can also look at everything by clicking on "View All Solicitations."

## 4. Are you on GSA Schedule or do you currently have a government-wide acquisition contract?

Under the GSA Schedules (also referred to as Multiple Award Schedules and Federal Supply Schedules) Program, GSA establishes long-term government-wide contracts with commercial firms to provide access to over 10 million commercial supplies and services that can be ordered directly from GSA Schedule contractors or through the GSA Advantage!® online shopping and ordering system.

A Government Wide Acquisition Contract (GWAC) is a task-order or delivery-order contract for information technology established by one agency for Government-wide use that is operated (1) by an executive agent designated by the Office of Management and Budget pursuant to section 5112(e) of the Clinger-Cohen Act, 40

U.S.C. 1412(e); or (2) under a delegation of procurement authority issued by the General Services Administration (GSA) prior to August 7, 1996, under authority granted GSA by the Brooks Act, 40 U.S.C. 759 (repealed by Pub. L. 104-106).

**Vendors who are already holders of GSA Schedule and GWAC contracts:** The Contracting Officers (COs) working with FEMA during the hurricane relief effort are using [GSA e-Library](#), [GSA Advantage!](#), and [GSA e-Buy](#) to source goods and services needed to support relief and restoration efforts associated with hurricane Katrina. Additional information and instructions are available at the [GSA Vendor Support Center](#).

**Vendors who are not on GSA Schedule:** During times of natural disasters, many products and services are needed for relief, clean up and restoration. Vendors that supply products or services that may be needed to support this effort and who wish to be considered as potential sources of supply should e-mail as much of the following information as possible to [Katrinasupport@gsa.gov](mailto:Katrinasupport@gsa.gov)

Company Name  
Company Address  
Point of Contact  
Business Phone, Home Phone, Cell Phone, Fax, E-mail  
Company Website  
Succinct Description of Offerings

This information will be provided to the Federal contracting officers working the recovery as potential sources of supply for this effort. Submitting this information does not solicit a guaranty of business from the U.S. General Services Administration or any other branch of the U.S. government. Contracting officers will contact vendors when/if necessary.

Additionally, vendors should immediately register at:

- a. National Emergency Resource Registry <https://www.swern.gov/>
- b. Central Contractor Registration Database <http://www.bpn.gov/ccr/scripts/indexnew.asp>

5. **Are you a distributor or wholesaler? Does the caller have the items in stock?** You need to be able to meet the quality, quantity and delivery requirements of the user (e.g. If you produce ice and the buying activity needs 1000 pounds of ice by the end of the day and you cannot provide ice for ten days you will not be eligible to immediately participate in the requirement.) *You must be able to meet all the buyer's requirements.*
6. **Are you looking for specific Federal and State contact information?** Refer to Attachments 2 and 3
7. **8(a)** -- The SBA Office of 8(a) Business Development has expedited all disaster related applications, waivers and requests from federal agencies, for 8(a) and Small Disadvantaged Firms.
8. **HUBZone** – The SBA has taken the following actions to assist HUBZone firms:
  - Deferral of recertification of HUBZone-certified firms located in areas covered by disaster declaration.
  - Deferral HUBZone program examination of firms located in areas covered by disaster declaration

- Priority processing of HUBZone applications received from firms

### **Central Contractor Registration (CCR)**

The CCR is the primary vendor database for the U.S. Federal Government. The CCR collects, validates, stores and disseminates data in support of agency acquisition missions.

Both current and potential government vendors are required to register in CCR in order to do be awarded contracts by the government. Vendors are required to complete a one-time registration to provide basic information relevant to procurement and financial transactions. Vendors must update or renew their registration annually to maintain an active status.

CCR validates the vendor's information and electronically shares the secure and encrypted data with the federal agencies' finance offices to facilitate paperless payments through electronic funds transfer (EFT). Additionally, CCR shares the data with government procurement and electronic business systems.

Please note that any information provided in your registration may be shared with authorized government offices. Registration does not, however, guarantee business with the government.

#### ***Who registers in CCR?***

- According to the FAR 4.1102 (October 1, 2003), "Prospective contractors shall be registered in the CCR database prior to award of a contract or agreement"
- Prime contractors are not required to have their subcontractors register in CCR. If a prime's subcontractor wants to bid directly for contracts with the Government, they should register in the CCR.
- EFT and assignment of claims as stated FAR 52.232-33 Para. H.:  
"EFT and assignment of claims. If the Contractor assigns the proceeds of this contract as provided for in the assignment of claims terms of this contract, the Contractor shall require as a condition of any such assignment, that the assignee shall register in the CCR database and shall be paid by EFT in accordance with the terms of this clause. In all respects, the requirements of this clause shall apply to the assignee as if it were the Contractor. EFT information that shows the ultimate recipient of the transfer to be other than the Contractor, in the absence of a proper assignment of claims acceptable to the Government, is incorrect EFT information within the meaning of paragraph (d) of this clause."
- Until all intragovernmental transactions are routed through the Intragovernmental Transaction Exchange (IGTE), some government agencies may be required to register in the CCR as well. This may include agencies that receive payment via an electronic funds transfer (EFT) or whose trading partner (e.g., DoD, NASA) requires a CAGE code be submitted.

#### ***How to Register:***

Enter your registration on-line through the world wide web (www):

Step 1: For details on the information to gather before you register, see the section of this document, Information Needed to Register.

Step 2: Access the CCR online registration through the CCR homepage at <http://www.ccr.gov>. Click on "Start New Registration".

Step 3: Complete and submit the online registration. If you already have the necessary information on hand, the on-line registration takes approximately 30 minutes to complete, depending upon the size and complexity of your company.

Additional important information for Web users:

When you register via the Web, a temporary confirmation number will be assigned to you so that your application can be saved in the event you are unable to complete it during your initial online session. It is important that you write down your temporary confirmation number, as you must have it, along with your DUNS number, to resume your application. Clicking "validate/save" will save the incomplete registration. A list of information you are missing will appear on the "Show Errors " list. Registrations-in-process are saved for up to 120 days for your convenience. Once your complete registration is submitted, the confirmation number becomes invalid. A Trading Partner Identification Number (TPIN) will replace it when the registration is active.

## Central Contractor Registration Form

Please type or print legibly in black ink. Information must be legible for registration to be processed in a timely manner.

This form is to be printed out and used as the worksheet for Web users or to be completed and mailed to the address at the bottom of this form.

**(M) = Mandatory field. Data must be entered for registration to be complete.**

### **General Information**

DUNS Number<sup>1</sup> (M): \_\_\_\_\_ CAGE Code<sup>2</sup> (M if foreign): \_\_\_\_\_

Legal Business Name (M): \_\_\_\_\_

Doing Business As (DBA Name) \_\_\_\_\_

Tax ID/EIN<sup>3</sup> (M If in U.S.): \_\_\_\_\_

**OR** Social Security Number: \_\_\_\_\_

Division Name: \_\_\_\_\_ Division Number: \_\_\_\_\_

Corporate Web Page URL (Company website address): \_\_\_\_\_

Example: <http://www.example.com> or <http://example.com>

Physical Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_

Zip/Postal Code (M): \_\_\_\_\_ Zip Plus 4 (M) \_\_\_\_\_ Country (M): \_\_\_\_\_

Mailing Address (M): ☐ Check if same as physical address

Business Name (M): \_\_\_\_\_

Mailing Address (PO Box is acceptable) (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_

Zip/Postal Code (M): \_\_\_\_\_ Zip Plus 4 (M) \_\_\_\_\_ Country (M): \_\_\_\_\_

Business Start Date (M) (mm/dd/yyyy): \_\_\_\_\_ Number of Employees (M): \_\_\_\_\_

Fiscal Year Close Date (M) (mm/dd): \_\_\_\_\_ Annual Revenue (M): \_\_\_\_\_

### **Corporate Information**

**Type of Relationship with U.S. Federal Government (M)** (Must Check One)

- ☐ Contracts  
☐ Grants  
☐ Both (Contracts & Grants)

**Type of Organization (M)** (as defined by the IRS – must check one)

- ☐ Corporate Entity, Not Tax Exempt
- ☐ Corporate Entity, Tax Exempt
- ☐ Partnership
- ☐ Sole Proprietorship
- ☐ U.S. Government Entity (If selected, then choose one subgroup below)
  - ☐ Federal Government (If selected, choose all subgroups that apply)
    - ☐ Federal Agency
    - ☐ Federally Funded Research and Development Corporation
  - ☐ State Government
  - ☐ Local Government (If selected, choose all subgroups that apply)
    - ☐ City
    - ☐ County
    - ☐ Inter-municipal
    - ☐ Local Government Owned
    - ☐ Municipality
    - ☐ School District
    - ☐ Township
- ☐ Foreign Government
- ☐ International Organization
- ☐ Other

**Incorporation (M** if you selected “corporate entity” as type of organization)

State of Incorporation: \_\_\_\_\_

Country of Incorporation: \_\_\_\_\_

**Sole Proprietorship Point of Contact (M** if you selected “sole proprietorship” as Type of Organization)

Sole Proprietor Name: \_\_\_\_\_

US Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

Non-US Phone: \_\_\_\_\_ Ext: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Business Types:** Choose all that apply

**Other Governmental Entities:**

- |  |  |
|--|--|
| <input type="checkbox"/> Airport Authority                 | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Council of Governments            | <input type="checkbox"/> Port Authority      |
| <input type="checkbox"/> Housing Authorities Public/Tribal | <input type="checkbox"/> Transit Authority   |
| <input type="checkbox"/> Interstate Entity                 |  |



Other Business/Organization Factors:

- ☐ Foreign Owned and Located
- ☐ Limited Liability Company

☐ S Corporation

Types of Business:

- ☐ Architecture and Engineering (A&E)
- ☐ Community Development Corporation
- ☐ Construction Firm
- ☐ Domestic Shelter
- ☐ Educational Institution
- ☐ For Profit Organization
- ☐ Foundation
- ☐ Hispanic Servicing Institution

- ☐ Hospital
- ☐ JWOD Non-Profit Agency
- ☐ Manufacturer of Goods
- ☐ Nonprofit Organization
- ☐ Other Not for Profit Organization
- ☐ Research and Development
- ☐ Service Provider
- ☐ Veterinary Hospital

Education Entities:

- ☐ 1862 Land Grant College
- ☐ 1890 Land Grant College
- ☐ 1994 Land Grant College
- ☐ Historically Black College or University (HBCU)
- ☐ Minority Institutions

- ☐ Private University or College
- ☐ School of Forestry
- ☐ State Controlled Inst of Higher Learning
- ☐ Tribal College (other than 1994)
- ☐ Veterinary College

Socio-Economic Factors: (if you select "small business" a sub-set of your data will be sent to official certification programs:

Small Disadvantaged Business, 8(a), and Hub Zone)

- ☐ Large Business
- ☐ Small Business
- ☐ Minority Owned (must also choose one specific type)

- ☐ Veteran Owned
- ☐ Service Disabled Veteran Owned
- ☐ Woman Owned

- ☐ Subcontinent Asian (Asian-Indian) American Owned
- ☐ Asian-Pacific American Owned
- ☐ Black American Owned
- ☐ Hispanic American Owned
- ☐ Native American Owned
- ☐ No Representation/None of the above

Socio-Economic Certifications:

- ☐ SBA Certified Small Disadvantaged Business
- ☐ SBA Certified 8a Program Participant

- ☐ SBA Certified Hub Zone Business
- ☐ DoT Certified Disadvantaged Business Enterprise

Federally Recognized Native American Entities:

- ☐ Alaskan Native Corporation Owned Firm
- ☐ American Indian Owned
- ☐ Indian Tribe (Federally recognized)

- ☐ Native Hawaiian Organization Owned Firm
- ☐ Tribal Government
- ☐ Tribally Owned Firm

Other Socio-Economic Categories:

- ☐ Community Developed Corporation Owned Firm

☐ Labor Surplus Area Firm

**Party Performing Certification (Small Business Administration) Point of Contact (M** if you checked "SBA Certified 8a Program Participant" from the Socio-Economic Certifications above and are a U.S. Business)

Certifiers Name: \_\_\_\_\_

Street Address Line 1: \_\_\_\_\_

Street Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

### **Goods and Services:**

**NAICS Codes (M)** North American Industrial Classification Code to identify what product or service your business provides (6 digit numeric). Search on <http://www.census.gov/epcd/www/naicstab.htm>

NAICS Code: \_\_\_\_\_ NAICS Code: \_\_\_\_\_ NAICS Code: \_\_\_\_\_

NAICS Code: \_\_\_\_\_ NAICS Code: \_\_\_\_\_ NAICS Code: \_\_\_\_\_

**SIC Codes (M)** Standard Industrial Classification Codes identify what type of activity your business performs (4 or 8 digit numeric). Search on <http://www.osha.gov/oshstats/sicser.html>

SIC Code: \_\_\_\_\_ SIC Code: \_\_\_\_\_ SIC Code: \_\_\_\_\_

SIC Code: \_\_\_\_\_ SIC Code: \_\_\_\_\_ SIC Code: \_\_\_\_\_

### **Financial Information:**

Financial Institution Name: \_\_\_\_\_  
(Bank name for Electronic Funds Transfer)

ABA Routing Number (M) (9digits): \_\_\_\_\_

Account Number (M): \_\_\_\_\_ Must indicate type of account (M)  
☐ Checking OR ☐ Savings

Lockbox Number: \_\_\_\_\_

Automated Clearing House (ACH=Bank) (M) at least one method of contact must be entered

ACH U.S. Phone Number: \_\_\_\_\_

ACH Fax (U.S. Only): \_\_\_\_\_

ACH Non-U.S. Phone: \_\_\_\_\_

ACH Email: \_\_\_\_\_

**Remittance Address (M):** (what is the "Remit to" name and address on your invoice/bill?)

Business Name (M): \_\_\_\_\_

Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_ Zip/Postal Code (M): \_\_\_\_\_

Country (M): \_\_\_\_\_

**Accounts Receivable Point of Contact (M):**

Name (M): \_\_\_\_\_

Email (M): \_\_\_\_\_

U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

Do you (the Registrant) use or accept Credit Cards as a method of Purchase or Payment? (M) ☐ Yes ☐ No

**Registration Acknowledgement and Point of Contact Information:**

Note: The Registrant acknowledges that the information provided is current, accurate, and complete.

**CCR Point of Contact (M)**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**CCR Alternate Point of Contact (M)**

Name : \_\_\_\_\_

Email: \_\_\_\_\_

U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**Government Business Point of Contact (M).**

This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

Name (M): \_\_\_\_\_

Email (M): \_\_\_\_\_

Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_ Zip Code (M): \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone (M): \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone (M): \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only) (M): \_\_\_\_\_

**Government Business Point of Contact Alternate (M)** This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

☐ Check to use Primary Govt. POC information for Alternate Govt. POC

Name (M): \_\_\_\_\_

Email (M): \_\_\_\_\_

Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_ Zip Code (M): \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone (M): \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone (M): \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only) (M): \_\_\_\_\_

**Electronic Business Primary Point of Contact (M)** This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

Name (M): \_\_\_\_\_

Email (M): \_\_\_\_\_

Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_ Zip Code (M): \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone (M): \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**Electronic Business Alternate Point of Contact (M)** This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

☐ Check to use Primary Electronic Business POC information for Alternate Electronic Business POC

Name (M): \_\_\_\_\_

Email (M): \_\_\_\_\_

Address (M): \_\_\_\_\_

City (M): \_\_\_\_\_ State (M): \_\_\_\_\_ Zip Code (M): \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone (M): \_\_\_\_\_ Ext. \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**Past Performance Primary Point of Contact (If name is entered, all fields are mandatory)**

This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

MPIN is Mandatory if entering Past Performance POC, MPIN will not be shown on the public search.

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**Past Performance Alternate Point of Contact (If primary is entered, alternate is mandatory)**

This POC and contact information (excluding the email address) will be publicly displayed on the CCR Search Page.

☐ Check to use Primary Past Performance POC information for Alternate Past Performance POC

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Non U.S. Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_

Fax (U.S. Only): \_\_\_\_\_

**Marketing Partner ID (MPIN) (M)** \_\_\_\_\_

Must be 9 alphanumeric, no spaces, no symbols

MPIN is Mandatory .

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The preferred method is to enter your registration directly on the web at [www.ccr.gov](http://www.ccr.gov) You may read the CCR Handbook <http://www.ccr.gov/handbook.cfm> for further information.

Department of Defense  
Central Contractor Registration  
74 Washington Avenue N Ste. 7  
Battle Creek, MI 49017-3084

**E-mail address** [CCR@dlis.dla.mil](mailto:CCR@dlis.dla.mil)

For registration assistance call 1-888-227-2423

**FEDERAL INFORMATION****DEPARTMENT OF HOMELAND SECURITY (including FEMA)****Hurricane Katrina Emergency Contracting Information - FEMA Direct Contracting Opportunities**

In an effort to assist the Federal Emergency Management Agency (FEMA) buyers identify potential small business contractors interested in contracting opportunities with FEMA, the Homeland Security Office of Small and Disadvantaged Business Utilization (OSDBU) will serve as liaison to FEMA.

Vendors looking to provide products or services to support the disaster relief effort should review the information below and provide the following information to the appropriate OSDBU point-of-contact for the commodity/service offered:

- Company name
- Business address
- Point-of-Contact (phone number/email address)
- Type of service or product offered

Additionally, please contact the following for the commodity/service listed:

- Mobile homes
- Travel trailers
- Park models
- Trucks
- Computers
- Software
- **Contact:** Wendy Hill, (202) 401-3511, [Wendy.Hill@dhs.gov](mailto:Wendy.Hill@dhs.gov)
  
- Geographical Information Systems (GIS) support
- Geographical Information Systems (GIS) services
- Telecom services and supplies
- **Contact:** Angela Williams, (202) 205-1625, [Angela.Williams1@dhs.gov](mailto:Angela.Williams1@dhs.gov)
  
- Temporary help services
- Laptop computers
- Printers
- Global Positioning System (GPS) devices
- Plotters
- Information technology items
- Software maintenance
- Plastic sheeting
- **Contact:** Kyle Groome, (202) 205-1446, [Kyle.Groome@dhs.gov](mailto:Kyle.Groome@dhs.gov)
  
- Pre-packaged meals
- Generators
- Shower units
- Baby food
- Diapers
- Vehicles

- Portable bathrooms
  - Rental equipment
- Contact:** Ilene Waggoner, (202) 205-8827, [Ilene.Waggoner@dhs.gov](mailto:Ilene.Waggoner@dhs.gov)

- Pharmaceutical supplies
  - Medicine
  - Forklifts
  - Veterinary vans
  - Tents
  - Mobile hospitals
  - Office supplies
  - Cots
  - Fingerprinting machines
  - Badges
  - Laptop computers
- Contact:** Joe Capuano, (202) 401-3517, [Joe.Capuano@dhs.gov](mailto:Joe.Capuano@dhs.gov)

- Tarps
  - FEMA clothing
  - Mortuary trailers
  - Satellite time
  - Body recovery
  - Consulting services
- Contact:** Mary Ellen Dorsey, (202) 205-0050, [MaryEllen.Dorsey@dhs.gov](mailto:MaryEllen.Dorsey@dhs.gov)

**For FEMA information**, visit the FEMA website at  
Website: <http://www.fema.gov>

**For information on Hurricane Katrina Contracting** (both direct and subcontracting) **Opportunities**, visit  
Website: <http://www.dhs.gov/openforbusiness>

**For general information on Hurricane Katrina Relief efforts**, visit  
Website: <http://www.dhs.gov/katrina> or <https://www.swern.gov/>

**To register with the National Emergency Resource Registry**, visit  
Website: <http://www.nerr.gov>.

► NERR is the central repository for all Hurricane relief. Please note: At this time the NERR is not accepting applications for services outside the US. They are reviewing the process and will inform us if this changes.

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## U.S. ARMY CORPS OF ENGINEERS

In response to Hurricane Katrina, the Corps of Engineers developed this website to facilitate the **urgent distribution of information** regarding resources required to respond to this disaster. This website will be dynamic in nature to meet the needs of the growing crisis. Please utilize the following link to register for subcontracting opportunities with prime contractors, view emergency solicitations and to register with the US Army Corps of Engineers: <http://www.lrl.usace.army.mil/DisasterEquip/>



POC list of SB Specialists regarding contracting work for small businesses:

COE-New Orleans District – Randy Marchiafava (225) 218-9664 [randy.j.marchiafava@mvn02.usace.army.mil](mailto:randy.j.marchiafava@mvn02.usace.army.mil)

COE-Vicksburg District – Shirley Reed (601) 631-5347 [shirley.h.reed@mvk02.usace.army.mil](mailto:shirley.h.reed@mvk02.usace.army.mil)

-Additional contact information for Vicksburg – (601) 631-5814; (601) 631-7262

COE-Memphis District – Karen Brady (901) 544-4146 [karen.j.brady@mvm02.usace.army.mil](mailto:karen.j.brady@mvm02.usace.army.mil)

-Additional contract information for Memphis – (901) 544-3117; (901) 544-3116

COE-St. Louis District – Glenn Chatman (314) 331-8513 [glenn.l.chatman@mvs02.usace.army.mil](mailto:glenn.l.chatman@mvs02.usace.army.mil)

COE-Ft. Worth District – Melea Crouse (817) 886-1382 [melea.crouse@swf02.usace.army.mil](mailto:melea.crouse@swf02.usace.army.mil)

COE-Galveston District – Kenneth Adams (409) 766-3006 [kenneth.w.adams@usace.army.mil](mailto:kenneth.w.adams@usace.army.mil)

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### **Center for Disease Control and Prevention**

The Centers for Disease Control and Prevention primarily focus are medical services and medical supplies (safety equipments, lanterns, etc). The Small Business Specialist assigned to the CDC is Curtis L. Bryant and he can be reached at (770) 488-2806.

STATE INFORMATION

## ★ ALABAMA

If you are interested in disaster relief efforts with the State of Alabama, please contact PB&J at: (865) 219-7304

**Alabama Emergency Management Agency**

Phone: (205) 280-2200

Website: <http://www.ema.alabama.gov>

**Alabama Government** (Business Page)

Website: <http://www.alabama.gov/business/index.php>

**Alabama State Licensing Board for Contractors**

Website: <http://www.genconbd.state.al.us/Default.htm>

**Alabama Secretary of State Corporations Division**

Website: <http://www.sos.state.al.us/business/corporations.cfm>

**Alabama Office of State purchasing**

Website: <http://www.purchasing.state.al.us/>

**Alabama Economic Development**

Website: <http://www.ado.state.al.us/loginflash.asp>

**Alabama Small Business Development Consortium**

Website: <http://www.asbdc.org/procurement.htm>

## ★ LOUISIANA

Out-of-state contractors should contact the following agencies in order to do business in Louisiana:

**Louisiana State Licensing Board for Contractors**

Phone: (225) 765-2301

Website: [http://www.lslbc.state.la.us/hurricane\\_information.htm](http://www.lslbc.state.la.us/hurricane_information.htm)

► This agency will ensure that the out-of-state credentials are reciprocal with Louisiana qualifications.

**Louisiana Homeland Security and Emergency Preparedness**

Phone: (225) 925-7500

Website: <http://www.ohsep.louisiana.gov>

► This agency is the liaison for FEMA. FEMA will NOT be hiring any contractors directly. Homeland Security will be qualifying and directing those efforts.

**Secretary of State Corporations Division**

Phone: (225) 925-4704

Website: <http://www.sos.louisiana.gov/comm/corp/corp-filings.htm>

► Your business will need to obtain a "Certificate of Authority" to be in compliance. Application forms are available from the Corporations Section. Use form #326 for corporations and form #972 for LLCs.

**Advertise your business products/services in the online Louisiana business directory at Access Louisiana:**

Website: <http://accessbusiness.louisiana.gov/NewVendorRegistration>

**Louisiana Office of State Purchasing**

Website: <http://www.state.la.us/osp/osp.htm>

**Louisiana Economic Development**

Website: <http://www.lded.state.la.us/>

**Louisiana Procurement Technical Assistance Center (PTAC)**

Website: <http://www.la-ptac.org/>

**Northwest Louisiana Government Procurement Center**

Website: <http://nwlagpc.tripod.com/>

## ★ MISSISSIPPI

**Mississippi Government**

Website: <http://www.mississippi.gov>

**Mississippi Emergency Management Office**

Website: <http://www.msema.org>

**Mississippi State Board of Contractors**

Websites: <http://www.msdoc.state.ms.us/>  
<http://www.msdoc.state.ms.us/Index.cfm>

**How to do Business in the State of Mississippi:**

Website: [http://www.mississippi.gov/ms\\_sub\\_template.jsp?Category\\_ID=3](http://www.mississippi.gov/ms_sub_template.jsp?Category_ID=3)

**Mississippi Office of State Purchasing**

Website: [http://www.dfa.state.ms.us/Purchasing/ms\\_pur.htm](http://www.dfa.state.ms.us/Purchasing/ms_pur.htm)

**Mississippi State Corporations Division**

Website: <http://www.sos.state.ms.us/busserv/corp/corporations.asp>

**Mississippi Contract Procurement Center**

Website: <http://www.msccpc.com/>

## ★ FLORIDA

**Florida Division of Emergency Management**

Phone: (850) 413-9969

Website: <http://www.floridadisaster.org>

**Florida Department of State Corporations**

Website: <http://www.dos.state.fl.us/doc/>

**Doing Business in Florida**

Website: <http://www.stateofflorida.com/portal/desktopdefault.aspx?tabid=8>

**Florida State Purchasing**

Website: <http://taxonomy.myflorida.com/Taxonomy/Government/State%20Purchasing>

**Florida Economic Development**

Website: <http://www.fedc.net/content/>

**Florida County Emergency Management Contacts**

Website: [http://www.floridadisaster.org/County\\_EM/county\\_list.htm#](http://www.floridadisaster.org/County_EM/county_list.htm#)

**Florida Disaster Contractors Network**

Website: <http://www.dcnonline.org>

Email: [dcn@dcnonline.org](mailto:dcn@dcnonline.org)

**Florida Home Builders Assistance**

Phone: (850) 385-1414

Website: <http://www.fhba.com>

**Florida Procurement Technical Assistance Center**

Website: <http://www.fptac.org/>

**★ TEXAS****Texas Government**

Website: <http://www.texas.gov/>

**Texas Building and Procurement Commission**

Website: <http://www.tbpc.state.tx.us/>

**Texas Department of Licensing and Regulation**

Website: <http://www.license.state.tx.us/index.htm>

**Texas Division of Emergency Management**

Website: <http://www.txdps.state.tx.us/dem/>

**Texas Economic Development**

Website: <http://www.governor.state.tx.us/ecodev/sba>

**Texas Secretary of State**

Websites: <http://www.sos.state.tx.us/>

<http://www.sos.state.tx.us/about/procurement/index.shtml>

**Texas Procurement Technical Assistance Centers**

Website: <http://www.dla.mil/db/procurem.htm#TEXAS>